

Temporary Custody Receipt

Vesterheim Norwegian-American Museum, 502 W. Water Street, PO Box 379, Decorah, IA 52101

This is to acknowledge receipt of items listed on the back of this sheet by Vesterheim Museum from:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone #: _____ Cell Phone #: _____

Email: _____

The items listed on the back of the sheet are left in custody of Vesterheim to be considered as:

- Unconditional donation. Vesterheim Museum reserves the right to keep, lend, sell, or dispose of the donated material. All library and archival materials must be left as unconditional donations.
- To be considered for acquisition for the collection at Vesterheim Museum.
- For identification. This does not constitute authentication and will not include appraisals. Vesterheim Museum reserves the right to photograph.

If items are not accepted for the collection (Check only one):

- Source will pick up within 30 days of notification. If not retrieved, permission is given to Vesterheim Museum to dispose of objects as deemed fit.
- Please use, sell, or dispose of items not accepted for the collection.

The objects listed on the back of this form are left in the temporary custody of Vesterheim Museum as a favor of the owner, and on the initiative of the owner. Any opinion offered to the owner regarding the objects is for personal information and may not be used in connection with any commercial transaction.

Vesterheim Museum staff cannot make statements regarding the monetary value of an object, nor are they or the museum liable for statements concerning the authenticity or identity of the object. **Items must be appraised before they are donated to Vesterheim Museum.**

Vesterheim Museum will give the objects left in its custody the same care provided similar objects of its own, but it assumes no additional responsibilities or liabilities in regard to such objects. Insurance for objects left in custody will be carried by the owner. This receipt shall constitute a release and waiver of Vesterheim Museum, its employees, officers, and agents from any liability in connection with the objects while in temporary custody or in transit.

It is the responsibility of the owner to notify Vesterheim Museum of any change of contact information while objects are in temporary custody. Any objects not claimed within 30 days of notification of not being accepted for the collection may be disposed of at the discretion of Vesterheim Museum.

I agree to the above terms and conditions.

Signature of depositor

Date

Signature of staff receiving items

Date

Items and Description: _____

Who used items: _____

When were they used: _____

Where were they used: _____

Source Notified By _____ Date _____
Disposition _____ By _____ Date _____